



**Glenview Park District
Regular Park Board Meeting
January 25, 2018**

HIGHLIGHTS

The Board of Park Commissioners...

- Accepted the December 12, 2017 Finance Committee of the Whole meeting minutes.
- Accepted the December 14, 2017 Park & Facility Services/Environmental Committee meeting minutes.
- Accepted the December 14, 2017 Administrative Operations Committee meeting minutes.
- Accepted the December 15, 2017 Recreation & Swimming Pools Committee meeting minutes.
- Approved the December 21, 2017 Regular Board meeting minutes.
- Accepted the January 16, 2018 Special Revenue Facilities Committee meeting minutes.
- Approved the 2018/2019 Park Board meeting dates for posting. The Board of Park Commissioners will hold regular monthly meetings at 7:00 p.m. at Park Center, 2400 Chestnut Avenue, Room 101, Glenview, Illinois on the following dates during fiscal year 2018/2019

2018			
May 24, 2018	June 28, 2018	July 26, 2018	August 23, 2018
September 20, 2018	October 25, 2018	November 15, 2018	December 20, 2018

2019			
January 17, 2019	February 28, 2019	March 21, 2019	April 25, 2019

- Approved Payroll and Accounts Payable for the month of December, 2017 in the amount of \$1,864,989.19.
- Accepted the Administrative Operations Committee recommendation to approve the part-time pay ranges. The pay ranges were evaluated and no changes were recommended.
- Accepted the Administrative Operations Committee recommendation to approve the full-time pay ranges. Based on the ECI (Employment Cost Index) as of September 2017, an adjustment of 2.5% was made to the pay structure. The adjustments made to the ranges will only impact those employees who may have been below the new minimums or are at the top of the range. This is managed as part of the overall annual performance and merit increase process.

- Accepted the Administrative Operations Committee recommendation to approve the full-time merit increase budget of \$198,500 which is roughly equivalent to 3% of salaries. The increase is in line with planned increases at other local park districts. It is also consistent with planned increases in the marketplace as a whole as reported by various compensation consulting firms.
- Accepted the Finance Committee recommendation to approve the 2018/2019 Capital Replacement Fund items. Each year the Board approves the list of potential capital replacement items which is used to develop the capital replacement fund budget. Staff annually reviews the items in the capital replacement program to validate and update the useful life and cost. If there is reason to believe that the item may need to be replaced during the year, it is included on the list. Prior to making the actual purchase however, staff will once again evaluate whether the purchase is necessary in the current year.
- Accepted the Administrative Operations/Marketing Committee recommendation to approve Policy 9.50: Americans with Disabilities. This policy has been updated to comply with the Illinois Association of Park District's Distinguished Agency criteria.
- Accepted the Administrative Operations/Marketing Committee recommendation to approve Policy 9.51: Service Animals. This is a new policy regarding the use of service animals by persons with disabilities who are registered participants in District programs or authorized users of District parks or facilities, by District employees with disabilities, and by visitors with disabilities in District parks and facilities.
- Accepted the Administrative Operations/Marketing Committee recommendation to approve Personnel Guidelines ADA Section 4.12: Reasonable Accommodations. The Park District's designated Accommodation Officer has been reappointed and the appeal process has been extended from ten days to fifteen days.
- Accepted the Park & Facility Services/Environmental Committee recommendation to approve the Comprehensive Master Plan and Final 10-Year Action Plan. This 10-year plan has been developed over the past 14 months through the District's campaign named "*Charting our Future.*" The community's input helped shape its vision and purpose-driven plan for implementation. The District's last comprehensive master plan was developed in 1982, and planned for the successful parks and recreation system we enjoy today. This Master Plan is the roadmap to the Glenview Park District's responsible and continual improvement of its parks and recreation system and services. It is a living-document that will be updated regularly to achieve the targeted-objectives in a fiscally responsible manner. The implementation of the plan will follow the Park District's Mission, Vision, and Guiding Principles including the incorporation of sustainable practices for both our operations and park and facility improvements. We also encourage ongoing feedback from our patrons, which we will incorporate as the plan advances.

*The next regular Park Board meeting will be held at 7:00 p.m., Thursday, February 22, 2018. The meeting will be held at Park Center, 2400 Chestnut, Glenview, IL. The public is welcome. If special needs are required in order to attend this meeting, please call the Park District Office, 847-657-3215.